



COUNTY OF YOLO

Health and Human Services Agency

Joan Planell
Director

137 N. Cottonwood Street • Woodland, CA 95695
(530) 661-2750 • www.yolocounty.org

March 9, 2016

Re: Audited Financial Report and Annual Mental Health Cost Report for Fiscal Year 2014-2015

PURPOSE

This letter is to request submission of the required certified Audited Financial Report and Annual Mental Health Cost Report for Fiscal Year 2014-15.

AUDITED FINANCIAL REPORT

Pursuant to the Terms and Conditions in your contract with the Yolo County Health and Human Services (HHSA), you are required to furnish HHSA with a certified copy of an Audited Financial Report from an independent CPA firm in the event that you expend \$500,000 or more in Federal funds during any fiscal year. Please submit the required Audited Financial Report covering the time period as specified in your contract upon receipt of this letter to the following address:

Yolo County Health and Human Services
137 N. Cottonwood St., Suite 2500
Woodland, CA 95695
Attention: Contract Unit

MENTAL HEALTH COST REPORT

Pursuant to the Terms and Conditions in your contract with HHSA, if you are a mental health services provider, and meet certain conditions, you are required to furnish HHSA with an annual Mental Health Cost Report.

HHSA will be emailing you the link to the cost report templates and instructions issued by the California Department of Health Care Services (DHCS). The due date for submitting the FY 2014-15 Cost Report and Certification is **April 15, 2016**. Please submit the required cost report, with original certification (attached) printed on your organization's letterhead, to:

Yolo County Health and Human Services
137 N. Cottonwood St., Suite 2500
Woodland, CA 95695
Attention: Cost Report

If you have already submitted the cost report, please resubmit with the attached Certification.

If you need assistance, please contact Marcie Azevedo at (530) 666-8540 or email marcie.azevedo@yolocounty.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Katy Eckert". The signature is fluid and cursive, with a large initial "K" and a stylized "E" at the end.

Katy Eckert, MBA
Deputy Director, Health and Human Services

cc: Karen Larsen